



HILLINGDON PRIMARY SCHOOL

Learning and Achieving Together

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Friday 3rd September 2021

Dear Parents and Carers,

Autumn Term starts on Monday 6th September 2021

The staff of the school are busy preparing for our students' return. We are looking forward to the start of the new school year for our students in Year 1 to Year 6. Nursery and Reception have their own timetable for starting and this information has been sent to parents.

Please find below information for the start of term. This information should be read alongside information sent on a letter dated Friday 23rd July. A second copy has been sent to parents today. Parents/carers may also wish to check the name of their child/ren's new class teacher. The letters sent out with this information can be found on the school website under the title News and Events. All letters can be located [here](#).

In preparing for the start of the new term we have been very mindful that we are not yet back to 'normal' and we are still seriously taking account of COVID mitigations. Our focus this term is on social distancing as much as possible, making sure our classrooms are well ventilated, making sure students and staff continue to wash their hands regularly and continue to dispose of tissues carefully after sneezing and know the importance of using tissues. We are continuing with the extra cleaning that was in place last year.

Please remind your child/ren about these mitigations before they return to school. We know that parents/carers can personalise this conversation according to their child's needs. Staff will also remind the children of these important messages in a positive way so as not to increase anxiety in our students. We know that anxiety can be minimised as much as possible when a child (and adult) understands what they can do to manage a situation rather than the situation controlling them.

We also have a contingency plan in place so that we can take quick action if required to do so as a result of a rise in cases. This action would be in discussion with the appropriate authority.

There has also been a change in self-isolation rules. A letter was sent out to parents on Monday 19th July. Please read this letter to understand the new guidance within which we are working in school.



A member of the Elliot Foundation Academy Trust

I do hope you have had a happy and peaceful family summer. However, if for any reason the summer break had particular difficulties for you as a family and you feel we need this information to settle your child into school please email Mrs Childs: schildts@hillingdonprimaryschool.org.uk

We do have a number of families in the school who have family connections with Afghanistan. If there is anything we can do to help and support please do make contact with Mrs Childs.

Parents/carers on site

We are no longer asking parents/carers to wear a mask on site although we appreciate some parents/carers may feel more comfortable to do so. Staff are no longer required to wear a mask at arrival and dismissal times although some staff may choose to do so. We do ask parents/carers to continue to maintain a social distance on site.

Parents/Carers Communication

On Monday morning we ask that parents/carers minimise conversations with staff unless they are essential. This will enable us to focus on the children gaining an understanding of the new routines. The usual waves and good mornings are appreciated. On Monday afternoon the dismissal arrangements will enable parents/carers to briefly meet their children's teacher and other staff members in their child's class.

At present e-mail is generally the quickest way to make contact with the school. Please use the school email address or if you are already in contact with a member of staff and you are continuing a discussion please use their work email.

September 2021 - Inducting our students into arrival and dismissal times

The first two weeks will be a time to establish/re-establish routines whilst checking that children are safe and secure. The arrival and departure times for the **FIRST WEEK** are similar to this summer with a few tweaks.

Please continue to follow the one way system. We do have plans to tweak it so that there are more options to enter and exit the school site but would appreciate it continuing until the children know their new class routines for entering and exiting. Staff will be on duty to guide children and parents/carers to their child's entrance and exit door.

On the first and second day Year 4 and Class 3M will gather in the school hall and will then be escorted through to their classrooms by their teachers. On day three they should be familiar with the location of their classroom and they can then enter via the Key Stage 2 playground entrances. Parents/carers in Class 3M and Year 4 please say goodbye to your child away from the hall door so that we minimise any congestion in this area.

Arrival and Dismissal Times from Monday 6th September 2021 to Friday 10th September 2021

| New Year Group | Arrival Time Slot | Where does my child enter the school building? | Dismissal Time Slot | Where do I collect my child? |
|--------------------|--------------------|--|---------------------|------------------------------|
| Key Stage 2 | | | | |
| Year 6 | 8.30 am to 8.50 am | New building / side door / past the main school gates / Uxbridge Road. | 3.10 pm to 3.20 pm | Key Stage 2 Playground |

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|---|--------------------|--|---|--|
| Year 5 | 8.30 am to 8.50 am | Old building / Entrances on the Key Stage 2 Playground | 3.10 pm to 3.20 pm | Key Stage 2 Playground |
| Year 4 | 8.40 am to 9.00 am | New building / side door to the school hall on Day 1 and Day 2. Key Stage 2 playground on Day 3 and beyond. | 3.00 pm to 3.10 pm (Or 3.20 pm for parents with work commitments or similar.) | Key Stage 2 Playground |
| Year 3 | 8.45 am to 9.00 am | Year 3QS - Old building / Door near to the bike sheds and 3QS' classroom. Year 3C - Old building / Door near Mrs Chaplin's office. Year 3M - New building /side door /past the main school gates / Uxbridge Road. | 3.00 pm to 3.10 pm (Or 3.20 pm for parents with work commitments or similar.) | Year 3QS - Old building / Door near to the bike sheds and 3QS' classroom. Year 3C - Old building / Door near Mrs Chaplin's Office. Year 3M - Key Stage 2 Playground |
| Key Stage 1 | | | | |
| Year 2 | 8.50 am to 9.00 am | Line up on the Key Stage 2 playground with their teacher. Teachers will be there at 8.50 am. | 2.55 pm to 3.05 pm (Or 3.15 pm for parents with work commitments or similar.) | Key Stage 2 Playground |
| Year 1 PARENTS WHO DO NOT HAVE A CHILD IN KEY STAGE 2 | 8.50 am to 9.00 am | Enter through their classroom door. | 2.55 pm to 3.05 pm (Or 3.15 pm for parents with work commitments or similar.) | Exit through their classroom door. |
| Year 1 PARENTS WHO HAVE A CHILD IN KEY STAGE 2 | 8.40 am to 9.00 am | Enter through their classroom door. | 3.05 pm to 3.15 pm | Exit through their classroom door. |
| Students starting the Nursery and Reception classes in September 2021 have their own start and finish times for the beginning of term. | | | | |

Breakfast Club and 4.30 Club

Please only send your child to the Breakfast Club or 4.30 Club if you have received confirmation of a place from Mrs Childs.

School Uniform

All students should be wearing the correct school uniform from Monday 6th September. Please find a [link to our school uniform list](#). As it becomes colder we will review the situation with regard to ventilation in the classrooms and if necessary may suggest extra layers should be worn that do not need to be school uniform. Please be reassured that although we are mindful that we need to ventilate the classrooms we appreciate the temperature needs to be comfortable for children to learn.

Bags

Students in Year 1 to Year 5 should not bring backpacks into school. They should bring a book bag (it doesn't have to be the school one). This means our corridors remain less congested making it easier to move around and work in.

Nursery, Reception and Year 6 are able to have backpacks. Their classrooms are located in the new build where the cloakroom provision is more generous.

Stationery - Pencils, pens etc.

We know that many of our students enjoy preparing for the new school term. Please find a [link to the stationery](#) that children may bring to school.

We look forward to seeing all our families on Monday!

Have a good week-end.



Ann Bowen-Breslin

Principal

Hillingdon Primary School